# 🕛 NOVARTIS

# Senior Vendor Program Manager

Job ID	
392790BR	
Mai 20, 2024	ł
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## Summary

-Contributes, with appropriate oversight, to all aspects of global clinical trial(s) to deliver study outcomes within schedule, budget, quality/compliance and performance standards. May lead specific aspects of global clinical trial process. Contributes to operational excellence through process improvement and knowledge sharing.

## About the Role

#### Major accountabilities:

- Contribute to various operational aspects of assigned clinical trials /projects, under appropriate oversight responsible for certain areas of trial site selection, activation, enrolment, resource allocation, timelines and budget commitments are delivered per established trial objectives -Might be involved in various operational excellence activities like process improvement or other line function initiatives.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

#### Key performance indicators:

- Timely, efficient and quality execution of trials and trial related activities within assigned clinical program(s) within budget, and in compliance with guality standards.
- Adherence to Novartis policy and guidelines and external regulations.

#### **Minimum Requirements:**

#### Work Experience:

- Critical Negotiations.
- Operations Management and Execution.
- Collaborating across boundaries.
- Financial Management.

#### Skills:

• NA.

#### Languages :

English.

Why Novartis: Helping people with disease and their families takes more than innovative science. It takes a community of smart, passionate people like you. Collaborating, supporting and inspiring each other. 1/4

Combining to achieve breakthroughs that change patients' lives. Ready to create a brighter future together? <u>https://www.novartis.com/about/strategy/people-and-culture</u>

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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

Division Development **Business Unit Innovative Medicines** Standort Indien Site Hyderabad (Office) Company / Legal Entity IN10 (FCRS = IN010) Novartis Healthcare Private Limited **Functional Area Research & Development** Job Type Full time **Employment Type** Regular Shift Work No Apply to Job

# Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to <u>diversityandincl.india@novartis.com</u> and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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# **EEO Statement :**

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